Staff Training / Courses

Job Title	2021	Course
Council Manager	Jan	Stress in the workplace - Croner
	March	Covid meeting, venues - CCA
	March	Staff Appraisals - Arnie Skelton
	April	Managing Change - Elcons
	April	Volunteering Support - CCA
	Sept	Internal Controls – Steve Parkinson
	Sept	SLCC Branch Conference - SLCC
	Oct	Future Communities event - NALC
Governance & Operations Manager	02-Jun-21	Communication Using Facebook (online) ChALC - 2 hours
	29-Sep-21	Future of High Street Seminar (online) NALC -90 minutes
	27-Oct-21	Levelling Up the Environment Through Biodiversity Net Gain (online) NALC - 75 minutes
Finance Manager		
Senior Markets & Support Coordinator	Jan	Stress in the workplace - Croner

Job Title	2022	Course
Council Manager	January	Crowdfunding Workshop
	March	RBS booking syaytem - Rialtas
	March	Food Hygiene & Safety for Catering L2
	April	H&S - Fire & Manual Handling by Terrain - Bi-annual for all staff
	April	Data Protection – High Speed Training
	April	Mental Health Training CCA
	May	Virtual Community Engagement Summit
	May	Local Council Awards Scheme - ChALC

	May	Simple Tips to Cut Your Climate Impact - Scribe
	May	Are Freedom of Information Requests Like a Box of Chocolates? - Scribe
	June	Cyber Security Training
	July	Internal Controls
	October	NALC National Network on Climate Change
	Nov	Stand up against street harrasment webinar
	Monthly	Connections meeting (ChALC & CWaC) various topical matters
Governance & Operation Manager	16-Feb-22	Fire Safety Awareness - Terrain Health & Safety - 1 hour
	16-Feb-22	Manual Handling Training - Terrain Health & Safety - 1 hour
	06-Apr-22	Community Engagement Summit (online) SLCC - full day
	25-May-22	Fighting Climate Change Seminar (online) NALC - 75 minutes
	26-May-22	Introduction to Data Protection & the EU & UK GDPR (online) High Speed Training - self-directed training via online modules
	June	Cyber Security Training
Finanace Manager	March	H&S - Fire & Manual Handling by Terrain
	June	Cyber Security Training
Senior Markets & Support Coordinator	May	ChalC Induction
	May	H&S - Fire by Terrain
	June	Cyber Security Training
	June	Data Protection - High Speed Training
	July	Intoduction to developing management capabilities - Elcons
	July	Webinar - NABMA/SLCC Conference
Caretaker & Market Officer	May	H&S - Fire, Fire Marshal, working from heights & Manual Handling by Terrain
	June	Cyber Security Training
	June	Data Protection - High Speed Training

Job Title	2023	Course

Corporate Support & Facilities Officer	May	Stand up agianst harrasment - Suzie Lamplugh Trust
Caretaker & Market Officer	Oct	Portable Appliance Testing
	30.11.23	Working at Height (online)
Community & Environment Manager	25-Jan-23	Local Councils and Community Engagement (online) NALC - 75 minutes
	15-Dec-23	Winning Strategies for the Funding Game (online) NALC - 75 minutes
Finance Manager	7.2.23	Year End & Audit Inc & Exps accounts – 7/3/23
	25.4.23	VAT for VAT registered councils – 25/4/23.
Admin Assistant	30.11.23	Manual Handling (online)
	30.11.23	Working at Height (online)
	30.11.23	Fire Safety Awareness (online)
Chief Officer	08.06.23	ChALC Connections Training - Appointments, Casual Vacancies & Code of Conduct (online)
	08.08.23	Local Council Award Scheme Online Training
	27.09.23	Cheshire Pensions Training (online)
	30.11.23	Manual Handling (online)
	30.11.23	Working at Height (online)
	30.11.23	Fire Safety Awareness (online)

Job Title	2024	Course
Market & Town Hall Manager	15.2.24	Emotional Intelligence & Resilience
	19.2.24	Managing difficult people & conversations
	20.3.24	Food hygiene Level 1
	9.5.24	Basic CANVA training
	21.5.24	Manual Handling
	21.5.24	Fire Safety

Caretaker & Market Officer	29.2.24	Emeregency First Aid at work
	2.5.24	Managing difficult people & conversations
Community & Environment Manager	21.5.24	Manual Handling
	21.5.24	Fire Safety
Finance Manager	21.5.24	Manual Handling
	21.5.24	Fire Safety
Admin Assistant	15.2.24	Social Media for Councils
	27.2.24	Advanced Canva Training
	29.2.24	First Aid
Chief Officer	31.01.24	How local councils can benefit from the levelling up agenda